Machynlleth Community Children’s Project Ltd

Prosiect Cymunedol Plant Machynlleth Cyf

The Nursery, Plas Grounds, Maengwyn Street, Machynlleth, Powys. SY20 8HZ

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[www.mccp.org.uk](http://www.mccp.org.uk/)

**Dear Member of the Community,**

**Machynlleth Community Children’s Project Ltd** have been reviewing our nursery building over recent months. At our board meeting on 20th November 2019, we unanimously decided that we would apply for grant funding to have a new build on the current nursery site. In order to be successful in our application we are asking for your support.

Are you willing to write a letter of support for our grant application? If so, we would be very grateful to you.

It would help our application if your letter could address the following three points:

1) A statement that identifies Machynlleth Community Children’s Project Ltd and the importance of the nursery for the local community.

2) Any personal connection you have had with the project, including any other knowledge you may also have.

3) A closing statement about why you believe the nursery deserves funding for a rebuild.

Please address your letter to Karen Roberts, nursery manager or myself Angela Makaruk, secretary at the address on our letterhead above, include the date you are writing your letter and please sign your letter. If you have your own letterhead or company letterhead could you please write your letter using this too.

Looking forward to your much needed support,

Yours sincerely,

Angela Makaruk

MCCP Ltd Secretary